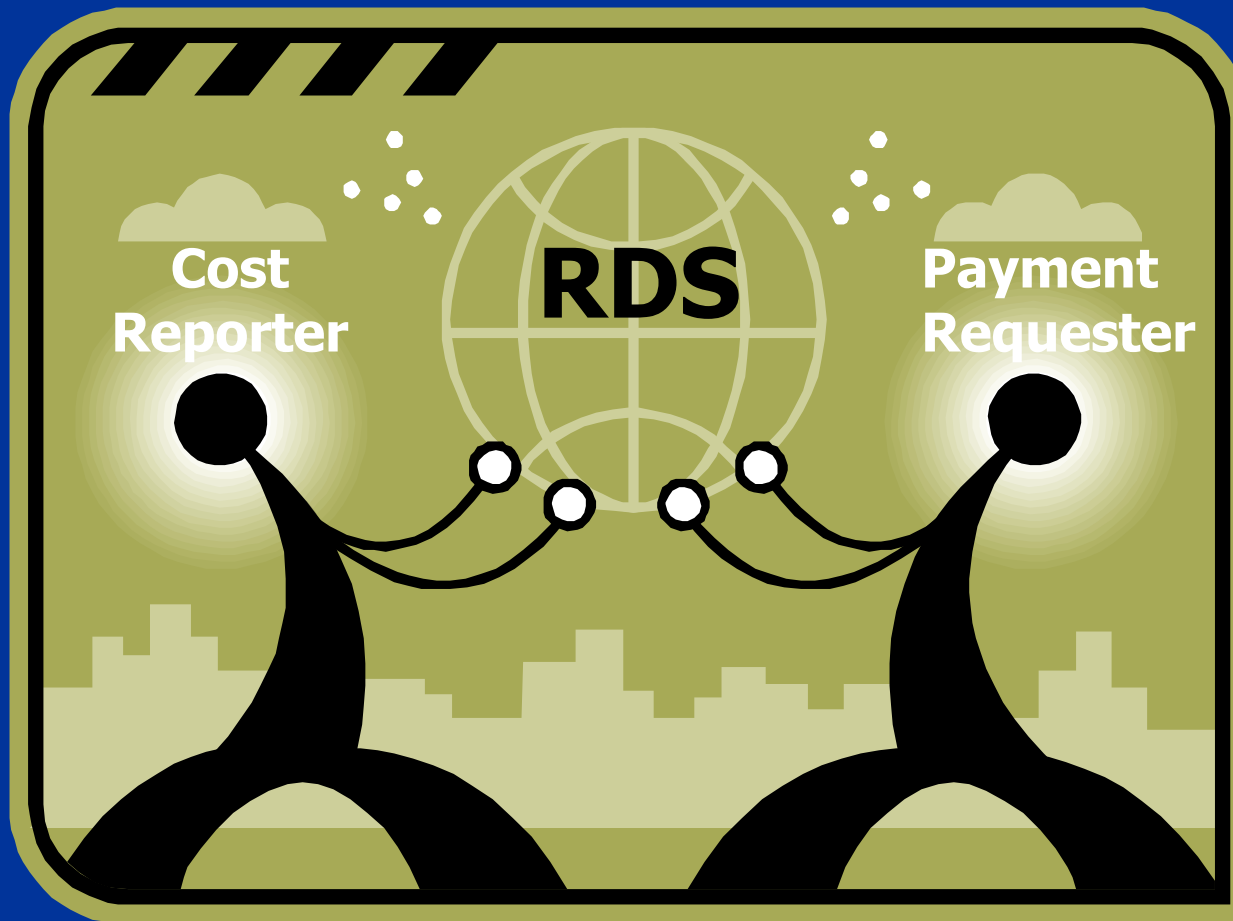# Retiree Drug Subsidy (RDS) Program

Reporting Cost and Requesting Payment Webinar

Cost Reporter & Payment Requester Relationship

Webinar Reporting Cost Objectives

- **Recognize when costs may be reported**
- **Describe who can report costs**
- **Report estimated premium costs using data entry**
- **Report gross eligible costs using data entry**
- **Submit costs entered via data entry**
- **Report adjusted costs**
- **View cost reports**
- **Identify impact on Payment Setup**

3

Webinar Requesting Payment Objectives

- **Describe who can request payment**
- **Recognize when payments may be requested**
- **View cost reports**
- **Request a payment**
- **Discuss what happens after a payment is requested**
- **View the various payment statuses**

Reporting Cost

Recognize when costs may be reported

- **Application must have been submitted and approved.**
- **Payment Setup must be complete for the application.**
- **The payment frequency associated with the application must be monthly, quarterly, or interim annual.**
- **The Plan Sponsor has not already submitted the maximum number of payment requests for the application.**

Recognize when costs may be reported

- **All costs must be submitted within 15 months after the end of the plan year. Cost report(s) are required prior to the submission of a new interim payment request.**

- **There is no limit to the number of cost reports that may be supplied by a Cost Reporter. This flexibility is granted in order to ensure Plan Sponsors can always accurately report costs.**

Describe who can report costs

Data Entry - Account Managers, Plan Sponsor Designees and Vendor Designees may enter costs using data entry method for those benefit options that they have been assigned the Cost Reporting privilege. Authorized Representatives cannot submit costs since the Authorized Representative is always a Payment Requestor for the application.

Mainframe - Anyone who has contacted the RDS Center and followed the appropriate instructions to report costs using mainframe.

Report estimated premium costs using data entry

Log into the **RDS Secure Web Site**.

From the *Plan Sponsor List with Application Summary* page, select the **Plan Sponsor ID** for which you want to report costs.
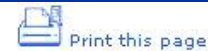
Application List

Application Number	Plan Name	Application Status	Plan Start and End Dates	Payment Setup Status	Total Paid To Date	Number of Payment Requests	Actions
1478	DW Test App 1	Approved	January 01, 2006 - December 31, 2006	Complete	$0.00	0	Interim Costs ▼ Go
1480	DW Test App 2	Approved	January 01, 2006 - December 31, 2006	Payment Setup	$0.00	0	Select One ▼ Go
1482	DW Test App 3	Approved	January 01, 2006 - December 31, 2006	Payment Setup	$0.00	0	Select One ▼ Go
1484	DW Test App 4	Approved	January 01, 2006 - December 31, 2006	Payment Setup	$0.00	0	Select One ▼ Go

From the *Application List* page, select **Interim Costs** from the **Actions** dropdown, and click **Go**.

Report estimated premium costs using data entry
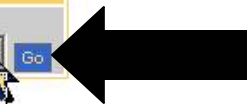

On the *Interim Cost Benefit Option List* page, find the appropriate **Benefit Option** for which you would like to enter cost.

From the **Action(s)** dropdown list, select the **Enter/Update Costs** option and click **Go**.

Report estimated premium costs using data entry

Find the Month/Year that you would like to enter costs for and click the **edit** link.

Report estimated premium costs using data entry

Benefit Option Interim Cost Data Entry Edit

Print this page

Benefit Option Name: **Option 1**
Benefit Option ID: **XYZ123**
Company Name: **Test Company**
Benefit Option Type: **Fully Insured**

QUICK HELP

Help about this page

Advanced Help

Please enter your aggregated costs for the month/year listed.

If reporting Estimated Premium Costs, do not enter the Gross Retiree Costs, Threshold Reduction or Limit Reduction.

Click "Save" to save your entries and return to the Benefit Option Interim Cost Data Entry View.

Click "Cancel" to disregard your entries and return to the Benefit Option Interim Cost Data Entry View.

Month/Year: **January 2006**
Date of Last Report: **Jun 27, 2006**
Last Reported By: **Joe Orduna**

Gross Retiree Cost [0.00]

Threshold Reduction [0.00]

Limit Reduction [0.00]

OR

Estimated Premium Cost [0.00]

AND

Estimated Cost Adjustment [0.00]

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Report estimated premium costs using data entry

Benefit Option Interim Cost Data Entry Edit

🖨 Print this page

YOU ARE HERE

Plan Sponsor ID: 1079
Company Name: DW Test Company
Application ID: 1478

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Help about this page

Advanced Help

Benefit Option Name: **Option 1**
Benefit Option ID: **XYZ123**
Company Name: **Test Company**
Benefit Option Type: **Fully Insured**

Please enter your aggregated costs for the month/year listed.

If reporting Estimated Premium Costs, do not enter the Gross Retiree Costs, Threshold Reduction or Limit Reduction.

Click "Save" to save your entries and return to the Benefit Option Interim Cost Data Entry View.

Click "Cancel" to disregard your entries and return to the Benefit Option Interim Cost Data Entry View.

Month/Year: **January 2006**

Gross Retiree Cost   `0.00`

Threshold Reduction   `0.00`

Limit Reduction   `0.00`

OR

Estimated Premium Cost   `600.00`

AND

Estimated Cost Adjustment   `18.00`

...pproved OMB number 0938-0977

`Save` `Cancel`

Click **Save.**

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Report estimated premium costs using data entry

Benefit Option Interim Cost Data Entry View

Benefit Option Name: **Option 1**
Benefit Option ID: **XYZ123**
Company Name: **Test Company**
Benefit Option Type: **Fully Insured**
Vendor and ID: **N/A**
Date of Last Report: **June 27, 2006**
Last Reported By: **Joe Orduna**
Status of Last Report: **Saved**

QUICK HELP

Help about this page

Advanced Help

Listed are the most recent interim costs reported for each month of the plan year.

Note: The list contains cost figures that have been saved by a Cost Reporter on the RDS Secure Website but not yet submitted. Only submitted costs are eligible for inclusion in a payment request.

Click the "Edit" link to enter or modify costs for particular month/year.

When finished entering or modifying costs, click the "Submit" button to submit your costs to the RDS Center for inclusion in a payment request.

Click the "Return to Benefit Option List" button to return to the Interim Cost Benefit Option List. If you have entered or modified costs, you must return to "Submit" the costs report to the RDS Center.

Month/ Year	Estimated Premium	Gross Retiree Cost	Threshold Reduction	Limit Reduction	Gross Eligible	Estimated Cost Adjustment	Allowable Retiree Cost
Totals	$600.00	$0.00	$0.00	$0.00	$0.00	$18.00	$582.00
January 2006 edit (UPDATED)	$600.00	$0.00	$0.00	$0.00	$0.00	$18.00	$582.00
February 2006 edit							

Click **Return to Benefit Option List.**

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Report estimated premium costs using data entry

Report gross eligible costs using data entry

Benefit Option Interim Cost Data Entry Edit

Print this page

YOU ARE HERE

Plan Sponsor ID: 1079
Company Name: DW Test Company
Application ID: 1482

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Help about this page

Advanced Help

Benefit Option Name: **Option 1**
Benefit Option ID: **XYZ1235S**
Company Name: **Test Company**
Benefit Option Type: **Self Funded**

Please enter your aggregated costs for the month/year listed.

If reporting Estimated Premium Costs, do not enter the Gross Retiree Costs, Threshold Reduction or Limit Reduction.

Click "Save" to save your entries and return to the Benefit Option Interim Cost Data Entry View.

Click "Cancel" to disregard your entries and return to the Benefit Option Interim Cost Data Entry View.

Month/Year: **January 2006**

Gross Retiree Cost | 670.33

Threshold Reduction | 620.10

Limit Reduction | 0.00

OR

Estimated Premium Cost | N/A

AND

Estimated Cost Adjustment | 1.51

Approved OMB number 0938-0977

Save   Cancel

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Report gross eligible costs using data entry

Month/ Year	Estimated Premium	Gross Retiree Cost	Threshold Reduction	Limit Reduction	Gross Eligible	Estimated Cost Adjustment	Allowable Retiree Cost
Totals	$0.00	$13,800.33	$749.40	$530.23	$12,520.70	$377.10	$12,143.60
January 2006 edit (UPDATED)	N/A	$670.33	$620.10	$0.00	$50.23	$1.51	$48.72
February 2006 edit (UPDATED)	N/A	$4,630.00	$129.30	$0.00	$4,500.70	$135.00	$4,365.70
March 2006 edit (UPDATED)	N/A	$8,500.00	$0.00	$530.23	$7,969.77	$240.59	$7,729.18
April 2006 edit							
May 2006 edit							
June 2006 edit							
July 2006							
August 2006							
September 2006							
October 2006							
November 2006							
December 2006							

Submit   Return to Benefit Option List

Submit Reported Costs

Submit Reported Cost

Month/ Year	Estimated Premium	Gross Retiree Cost	Threshold Reduction	Limit Reduction	Gross Eligible	Estimated Cost Adjustment	Allowable Retiree Cost
Totals	$0.00	$13,800.33	$749.40	$530.23	$12,520.70	$377.10	$12,143.60
January 2006 edit (UPDATED)	N/A	$670.33	$620.10	$0.00	$50.23	$1.51	$48.72
February 2006 edit (UPDATED)	N/A	$4,630.00	$129.30	$0.00	$4,500.70	$135.00	$4,365.70
March 2006 edit (UPDATED)	N/A	$8,500.00	$0.00	$530.23	$7,969.77	$240.59	$7,729.18
April 2006 edit							
May 2006 edit							
June 2006 edit							
July 2006							
August 2006							
September 2006							
October 2006							
November 2006							
December 2006							

Submit   Return to Benefit Option List

Submit Reported Cost

Benefit Option Interim Cost Data Entry Verification

Print this page

Benefit Option Name: **Option 1**
Benefit Option ID: **XYZ1235S**
Company Name: **Test Company**
Benefit Option Type: **Self Funded**
Vendor and ID: **N/A**
Date of Submission: **June 27, 2006**

Please review your cost report.

Click the "Confirm" button to submit your costs to the RDS Center for inclusion in a payment request.

Click the "Cancel" button to return to the Benefit Option Interim Cost Data Entry Page.

Warning: A Threshold Reduction has been reported as $0.00. Please verify the threshold reduction amount and revise if necessary. If no changes are necessary, please ignore. This is only a warning.

Month/ Year	Estimated Premium	Gross Retiree Cost	Threshold Reduction	Limit Reduction	Gross Eligible	Estimated Cost Adjustment	Allowable Retiree Cost
Totals	$0.00	$13,800.33	$749.40	$530.23	$12,520.70	$377.10	$12,143.60
January 2006 (UPDATED)	N/A	$670.33	$620.10	$0.00	$50.23	$1.51	$48.72
February 2006 (UPDATED)	N/A	$4,630.00	$129.30	$0.00	$4,500.70	$135.00	$4,365.70
March 2006 (UPDATED)	N/A	$8,500.00	$0.00	$530.23	$7,969.77	$240.59	$7,729.18

Click **Confirm** button.

Submit Reported Cost

Benefit Option Interim Cost Data Entry Confirmation

Print this page

Benefit Option Name: **Option 1**
Benefit Option ID: **XYZ1235S**
Company Name: **Test Company**
Benefit Option Type: **Self Funded**
Vendor and ID: **N/A**
Date of Submission: **June 27, 2006**

You have successfully submitted interim costs to the RDS Center. These interim costs are now eligible for inclusion in the next payment request.

Continue

YOU ARE HERE

Plan Sponsor ID: 1079
Company Name: DW Test Company
Application ID: 1482

QUICK HELP

Help about this page

Advanced Help

Click **Continue.**

Submit Reported Cost

Identify impact to Payment Setup

- **The following actions will be prevented in Payment Setup once the Cost Reporter has submitted a cost report.**
  - Once a Cost Reporter submits costs under any Benefit Option on an application, the Cost Reporter cannot change their privilege to request payment. The Cost Reporter is locked into the Cost Reporter role for the life of that application.

Report Adjusted Costs

Report adjusted costs

Cost Reporters are required to re-supply the total costs aggregated for a month when reporting cost adjustments by replacing previously reported costs and resubmitting the cost report in the RDS Secure Web Site, or via mainframe.

Report adjusted costs

For example:

- **June you submitted costs that resulted in a cost report of $1,000 for March, and included that $1,000 in the payment request.**

- **July you report adjusted costs for March that resulted in a cost report of $800 ($200 less than previously reported), and you submitted new costs that resulted in a cost report of $1,500 for April.**

- **Payment request would be $1,300. (The $200 difference from March would be deducted.)**

Report adjusted costs

From the *Application List* page, find the appropriate Application Number.

Select the **Interim Costs** option in the **Actions** dropdown list. Click **Go**.

Report adjusted costs

Find the appropriate **Benefit Option** for which you would like to adjust cost**.** From the Action(s) dropdown list, select the **Enter/Update Costs** option. Click **Go**.

Report adjusted costs

Month/Year	Estimated Premium	Gross Retiree Cost	Threshold Reduction	Limit Reduction	Gross Eligible	Estimated Cost Adjustment	Allowable Retiree Cost
Totals	$0.00	$13,800.33	$749.40	$530.23	$12,520.70	$377.10	$12,143.60
January 2006 edit (UPDATED)	N/A	$670.33	$620.10	$0.00	$50.23	$1.51	$48.72
February 2006 edit (UPDATED)	N/A	$4,630.00	$129.30	$0.00	$4,500.70	$135.00	$4,365.70
March 2006 edit (UPDATED)	N/A	$8,500.00	$0.00	$530.23	$7,969.77	$240.59	$7,729.18
April							

Find the Month/Year that you would like to *adjust* costs and click the **edit** link.

Report adjusted costs

Benefit Option Interim Cost Data Entry Edit

Print this page

Benefit Option Name: **Option 1**
Benefit Option ID: **XYZ1235S**
Company Name: **Test Company**
Benefit Option Type: **Self Funded**

Please enter your aggregated costs for the month/year listed.

If reporting Estimated Premium Costs, do not enter the Gross Retiree Costs, Threshold Reduction or Limit Reduction.

Click "Save" to save your entries and return to the Benefit Option Interim Cost Data Entry View.

Click "Cancel" to disregard your entries and return to the Benefit Option Interim Cost Data Entry View.

Month/Year: **February 2006**
Date of Last Report: **Jun 27, 2006**
Last Reported By: **Joe Orduna**

Gross Retiree Cost   4555.00

Threshold Reduction   79.30

Limit Reduction   0.00

OR

Estimated Premium Cost   N/A

AND

Estimated Cost
Adjustment   134.27

Approved OMB number 0938-0977

Save   Cancel

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Report adjusted costs

Benefit Option Interim Cost Data Entry View

Print this page

Benefit Option Name: **Option 1**
Benefit Option ID: **XYZ1235S**
Company Name: **Test Company**
Benefit Option Type: **Self Funded**
Vendor and ID: N/A
Date of Last Report: **June 27, 2006**
Last Reported By: **Joe Orduna**
Status of Last Report: **Saved**

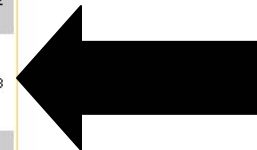Listed are the most recent interim costs reported for each month of the plan year.

Note: The list contains cost figures that have been saved by a Cost Reporter on the RDS Secure Website but not yet submitted. Only submitted costs are eligible for inclusion in a payment request.

Click the "Edit" link to enter or modify costs for particular month/year.

When finished entering or modifying costs, click the "Submit" button to submit your costs to the RDS Center for inclusion in a payment request.

Click the "Return to Benefit Option List" button to return to the Interim Cost Benefit Option List. If you have entered or modified costs, you must return to "Submit" the costs report to the RDS Center.

Month/ Year	Estimated Premium	Gross Retiree Cost	Threshold Reduction	Limit Reduction	Gross Eligible	Estimated Cost Adjustment	Allowable Retiree Cost
Totals	$0.00	$13,725.33	$749.40	$530.23	$12,445.70	$373.37	$12,072.33
January 2006 edit	N/A	$670.33	$620.10	$0.00	$50.23	$1.51	$48.72
February 2006 edit (UPDATED)	N/A	$4,555.00	$79.30	$0.00	$4,475.70	$134.27	$4,341.43
March 2006 edit	N/A	$8,500.00	$50.00	$530.23	$7,919.77	$237.59	$7,682.18

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Report adjusted costs

Re-aggregate the cost data for the month being adjusted *and*, any other month after that month affected by the revised retiree cost data, as threshold reduction and limit reductions for individual retirees may have affected the amounts reported in subsequent months.

View Cost Reports

View cost reports

Mainframe

- Error-free displays on the RDS Secure Web Site 24 – 48 hours. Automatically submitted.

- Critical errors that prevented processing, a RDS Electronic Data Interchange (EDI) Representative will call the submitter to discuss the errors. There will be no record of the mainframe file submission in the RDS Secure Web Site.

- Errors in the data, but not critical, view specific information about the file and the corresponding errors on the Audit Trail page.

View cost reports

Data Entry

- **Can only be saved if error-free and displays instantly on the RDS Secure Web Site. Automatically submitted.**

- **Two step process: Save & Submit.**

- **View specific information about the file on the Audit Trail page.**

View cost reports

- **You are able to view reported costs if at least one cost is saved using data entry or submitted via the mainframe without errors.**

- **The costs you will view are the *last cost figures accepted* for a given month, regardless of whether those costs are saved, submitted, and/or included in a payment request.**

View cost reports

On the *Application List* page, find the appropriate **Application Number**. Select the **Interim Costs** option in the **Actions** dropdown list. Click Go.

View cost reports

Benefit Option Interim Cost Summary

🖨 Print this page

Benefit Option Name: **Union Employees - Gold**
Benefit Option ID: **GOLDU**
Company Name: **Regal Paper Product**
Benefit Option Type: **Fully Insured**
Vendor and ID: **United Health Care (A0021)**
Date of Last Report: **Jun 28, 2006**
Last Reported By: **N/A**
Status of Last Report: **Submitted via Mainframe**

Listed are the most recent interim costs reported for each month of the plan year.

Month/ Year	Estimated Premium	Gross Retiree Cost	Threshold Reduction	Limit Reduction	Gross Eligible	Estimated Cost Adjustment	Allowable Retiree Cost
Totals	**$0.00**	**$1,110,000.00**	**$9,122.20**	**$0.00**	**$1,100,877.80**	**$17,600.00**	**$1,083,277.80**
January 2006	$0.00	$130,000.00	$900.00	$0.00	$129,100.00	$900.00	$128,200.00
February 2006	$0.00	$790,000.00	$22.20	$0.00	$789,977.80	$7,000.00	$782,977.80
March 2006	$0.00	$95,000.00	$5,000.00	$0.00	$90,000.00	$9,000.00	$81,000.00
April 2006	$0.00	$95,000.00	$3,200.00	$0.00	$91,800.00	$700.00	$91,100.00
May 2006							

On the *Application List* page, find the appropriate **Application Number**. Select the **Interim Costs** option in the **Actions** dropdown list. Click Go.

View cost report audit trail

From the **Action(s)** dropdown, click **View Cost Reports**.

View cost report audit trail

Benefit Option Interim Cost Report

Benefit Option Name: **Union Employees - Gold**
Benefit Option ID: **639**
Company Name: **Regal Paper Product**
Benefit Option Type: **Fully Insured**
Vendor and ID: **N/A**
Date/Time Processed: **June 28, 2006 12:44PM**
Date/Time File Created:
Status: **Submitted via Mainframe**

QUICK HELP

Help about this page

Advanced Help

Record Errors:
None

Warnings:
None

Month/ Year	Estimated Premium	Gross Retiree Cost	Threshold Reduction	Limit Reduction	Estimated Cost Adjustment
January 2006	$0.00	$130,000.00	$900.00	$0.00	$900.00
February 2006	$0.00	$790,000.00	$22.20	$0.00	$7,000.00
March 2006	$0.00	$95,000.00	$5,000.00	$0.00	$9,000.00
April 2006	$0.00	$95,000.00	$3,200.00	$0.00	$700.00

Continue

View cost report audit trail

On the *Application List* page, find the appropriate **Application Number**. Select the **Interim Costs** option in the **Actions** dropdown list. Click **Go**.

View cost report audit trail

Audit Trail of Benefit Option Interim Cost Reports

Print this page

Benefit Option Name: **Non-Union Gold**
Benefit Option ID: **640**
Company Name: **Regal Paper Product**
Benefit Option Type: **Self Funded**
Vendor and ID: **United Health Care (2061)**

Below is a history of actions taken on Interim Cost Reports for this Benefit Option.

Select "View Cost Report" in the Actions column to view the contents of the Interim Cost Report.

To sort the table by a column, click on the column header link. The column selected will sort in ascending or descending order. An up (ascending) arrow or down (descending) arrow will display at the top of the column. To reverse the order, click the column header link again.

Date/Time Processed ▼	Status	Date/Time File Created	Cost Reporter/ Payment Requester	Errors/Warnings Detected	Action(s)
June 28, 2006 11:39 AM	Errors Detected	N/A		1/ 0	View Cost Reports ▼ Go

Continue

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View cost report audit trail

Request Payment

Describe who can request payment

- **Only a current Payment Requester can make a payment request.**
- **A Payment Requester may be an Account Manager with payment request privilege; a Designee with payment request privilege; or the Authorized Representative.**
- **An application may have one or more Payment Requesters simultaneously assigned to the application.**
- **An Account Manager with cost reporting or view only privileges may *view* the Build Payment Request page, however they may not build a payment request.**

Recognize when payments may be requested

- **Application must have a current status of either Approved or Approved Appeal.**
- **Application must have an interim payment frequency (monthly, quarterly, or interim annual).**
- **Payment Setup must be complete.**
- **Authorized Representative Verification (vetting) is in "Approved" status for the current Authorized Representative.**
- **At least one Benefit Option is eligible for inclusion in the payment request and has been included in the payment requested.**

Recognize when payments may be requested

- **At least 15 days have passed since the last payment approval if the payment amount was greater than zero or 30 days have occurred since the last payment request; whichever is the later.**

- **Maximum number of payment requests has not been met for the application.**

- **Not within the first 30 days of their plan year.**

View cost reports as Payment Requester

Plan Sponsor ID: 1059

Print this page

Company: **LRH Test PS Acct**
Authorized Representative: **Freddy Flannery**
Authorized Representative Vetting Status: **Approved**
Authorized Representative Vetting Status Effective Date: **June 21, 2006**
Account Manager: **Henrietta Halderman**

Application List

Application Number	Plan Name	Application Status	Plan Start and End Dates	Payment Setup Status	Total Paid To Date	Number of Payment Requests	Actions
1452	APP 0621-01	Approved	January 01, 2006 - December 31, 2006	Complete	$0.00	0	Request Payment ▼ Go
1464	APP 0623-01	Approved	June 01, 2005 - May 31, 2006	Complete	$0.00	0	Select One ▼ Go
1488	Test Plan 3	Approved	January 01, 2006 - December 31, 2006	Complete	$0.00	0	Select One ▼ Go
1490	Test Plan 3	Approved	April 01, 2006 - March 31, 2007	Complete	$0.00	0	Select One ▼ Go

Build Payment Request

YOU ARE HERE

Plan Sponsor ID: 1059
Company Name: LRH Test PS Acct
Application ID: 1452

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Help about this page

Advanced Help

Payment Frequency: **Monthly**
Next Payment Request: **Payment can now be requested**
Payment Last Processed: N/A
Number of Payment Requests: **0**
Date of Last Request: **N/A**
Status of Last Request: N/A
Total Requested To Date: **$0.00**

To build a payment request,

- Review the interim costs reported for each Benefit Option by selecting the Review Costs Action and clicking the "Go" button.
- Once costs are reviewed for a Benefit Option, the "Include in Request" checkbox will be become enabled if the application is eligible for payment and interim costs were submitted since subsidy was last requested for the Benefit Option.
- Click the "Include in Request" checkbox to include a Benefit Option in the payment request.
- Click the "Continue" button to proceed with the payment request.

Benefit Options

Include In Payment Request	Review Status	Benefit Option Name ▲	Unique Benefit Option ID	Payment Request Last Submitted	Cost Report Last Submitted	Current Subsidy Amount	Old Subsidy Amount	Net Subsidy Amount	Number of Reporting Sources	Actions
☐	Costs Not Reviewed	Benefit Option 1	Option 1	No Request	June 27, 2006	$716.99	$0.00	$716.99	1	Review Costs ▾ Go
☐	Costs Not Reviewed	Benefit Option 2	Option 2	No Request	June 28, 2006	$702.80	$0.00	$702.80	1	Select One ▾ Go
☐	No New Cost to Review	Benefit Option 3	Option 3	No Request	No Reports	$0.00	$0.00	$0.00	2	Select One ▾ Go
☐	No New Cost to Review	Benefit Option 4	Option 4	No Request	No Reports	$0.00	$0.00	$0.00	2	Select One ▾ Go
☐	No New Cost to Review	Benefit Option 5	Option 5	No Request	No Reports	$0.00	$0.00	$0.00	1	Select One ▾ Go

Continue   Cancel

Benefit Option Interim Costs Review

YOU ARE HERE

Plan Sponsor ID: 1059
Company Name: LRH Test PS Acct
Application ID: 1452

QUICK HELP

Help about this page

Advanced Help

Benefit Option Name: **Benefit Option 1**
Benefit Option ID: **Option 1**
Company Name: **Company 1**
Benefit Option Type: **Fully Insured**
Plan Start Date: **January 1, 2006**   Plan End Date: **December 31, 2006**
Subsidy Last Requested: **No Request**
Date Cost Report Last Submitted: **June 27, 2006**
Cost Report Reviewed by: **Freddy F Flannery**
Date Cost Report Reviewed: **June 27, 2006**

A new Interim Cost Report has been submitted for this Benefit Option. Please review all reported interim costs and the calculated subsidy amount. "Current" costs reflect the mostly recently submitted costs for the Benefit Option. "Old" costs reflect the submitted costs last included in a payment request. "Net" costs are calculated as the difference between "Current" and "Old" costs.

Choose "View Costs" in the Actions column to view the latest interim costs submitted by a Cost Reporter.

Choose "View Audit Trail" in the Actions column to view a history of activity related to an Interim Cost Report.

When finished reviewing, click the "Complete Review" button to allow this Benefit Option to be included in a payment request.

Benefit Option Interim Cost Report by Reporter

Cost Reporter	Vendor ID	Payment Request Last Submitted	Cost Report Last Submitted	Current Allowable Retiree Costs	Actions
PlanSponsor	N/A	No Request	June 27, 2006	$2,560.68	Select One ▾ Go

Costs and Subsidy Amount for Benefit Option

Total		Estimated Premium	Gross Retiree Costs	Threshold Reduction	Limit Reduction	Gross Eligible	Estimated Cost Adjustment	Allowable Retiree Costs	Subsidy Amount
	Current	$0.00	$3,000.00	$199.32	$140.00	$2,660.68	$100.00	$2,560.68	$716.99
	Old	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
	Net	$0.00	$3,000.00	$199.32	$140.00	$2,660.68	$100.00	$2,560.68	$716.99

Costs and Subsidy Amount Per Month for Benefit Option

Date		Estimated Premium	Gross Retiree Costs	Threshold Reduction	Limit Reduction	Gross Eligible	Estimated Cost Adjustment	Allowable Retiree Costs	Subsidy Amount
January 2006	Current	$0.00	$2,000.00	$149.32	$50.00	$1,800.68	$80.00	$1,720.68	$481.79
	Old								
	Net	$0.00	$2,000.00	$149.32	$50.00	$1,800.68	$80.00	$1,720.68	$481.79
February 2006	Current	$0.00	$1,000.00	$50.00	$90.00	$860.00	$20.00	$840.00	$235.20
	Old								
	Net	$0.00	$1,000.00	$50.00	$90.00	$860.00	$20.00	$840.00	$235.20

Benefit Option Interim Costs Review

YOU ARE HERE

Plan Sponsor ID: 1057
Company Name: LM Task PO Acc
Application ID: 1452

QUICK HELP

Advanced Find

Benefit Option Interim Cost Report by Reporter

Cost Reporter	Vendor ID	Payment Request Last Submitted	Cost Report Last Submitted	Current Allowable Retiree Costs	Actions
					View Costs

Costs and Subsidy Amount for Benefit Option

Total		Estimated Premium	Gross Retiree Costs	Threshold Reduction	Limit Reduction	Gross Eligible	Estimated Cost Adjustment	Allowable Retiree Costs	Subsidy Amount
	Current	$0.00	$1,000.00	$170.03	$140.00	$2,000.00	$100.00	$1,500.00	$700.00
	Old	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
	Net	$0.00	$1,000.00	$170.03	$140.00	$2,000.00	$100.00	$1,500.00	$700.00

Costs and Subsidy Amount Per Month for Benefit Option

Date		Estimated Premium	Gross Retiree Costs	Threshold Reduction	Limit Reduction	Gross Eligible	Estimated Cost Adjustment	Allowable Retiree Costs	Subsidy Amount
January 2006	Current	$0.00	$1,000.00	$140.03	$50.00	$1,000.00	$100.00	$1,700.00	$400.00
	Old								
	Net	$0.00	$1,000.00	$140.03	$50.00	$1,000.00	$100.00	$1,700.00	$400.00
February 2006	Current	$0.00	$1,000.00	$50.00	$70.00	$500.00	$100.00	$400.00	$205.00
	Old								
	Net	$0.00	$1,000.00	$50.00	$70.00	$500.00	$100.00	$400.00	$205.00

View cost reports as Payment Requester

Benefit Option Interim Cost Summary

Print this page

Benefit Option Name: **Benefit Option 1**
Benefit Option ID: **Option 1**
Company Name: **Company 1**
Benefit Option Type: **Fully Insured**
Vendor and ID: **N/A**
Date of Last Report: **Jun 29, 2006**
Last Reported By: **Freddy Flannery**
Status of Last Report: **Reviewed**

QUICK HELP

Help about this page

Advanced Help

Listed are the most recent interim costs reported for each month of the plan year.

Month/ Year	Estimated Premium	Gross Retiree Cost	Threshold Reduction	Limit Reduction	Gross Eligible	Estimated Cost Adjustment	Allowable Retiree Cost
Totals	**$0.00**	**$3,000.00**	**$199.32**	**$140.00**	**$2,660.68**	**$100.00**	**$2,560.68**
January 2006	$0.00	$2,000.00	$149.32	$50.00	$1,800.68	$80.00	$1,720.68
February 2006	$0.00	$1,000.00	$50.00	$90.00	$860.00	$20.00	$840.00
March 2006							

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View cost reports as Payment Requester

Benefit Option Interim Cost Report by Reporter

Cost Reporter	Vendor ID	Payment Request Last Submitted	Cost Report Last Submitted	Current Allowable Retiree Costs	Actions
PlanSponsor	N/A	No Request	June 27, 2006	$2,560.68	Select One ▼ Go

Costs and Subsidy Amount for Benefit Option

Total		Estimated Premium	Gross Retiree Costs	Threshold Reduction	Limit Reduction	Gross Eligible	Estimated Cost Adjustment	Allowable Retiree Costs	Subsidy Amount
	Current	$0.00	$3,000.00	$199.32	$140.00	$2,660.68	$100.00	$2,560.68	$716.99
	Old	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
	Net	$0.00	$3,000.00	$199.32	$140.00	$2,660.68	$100.00	$2,560.68	$716.99

Costs and Subsidy Amount Per Month for Benefit Option

Date		Estimated Premium	Gross Retiree Costs	Threshold Reduction	Limit Reduction	Gross Eligible	Estimated Cost Adjustment	Allowable Retiree Costs	Subsidy Amount
January 2006	Current	$0.00	$2,000.00	$149.32	$50.00	$1,800.68	$80.00	$1,720.68	$481.79
	Old								
	Net	$0.00	$2,000.00	$149.32	$50.00	$1,800.68	$80.00	$1,720.68	$481.79

Other Months Go Here

Complete Review   Cancel

Build Payment Request

YOU ARE HERE

Plan Sponsor ID: 1059
Company Name: LRH Test PS Acct
Application ID: 1452

QUICK HELP

Help about this page

Advanced Help

Payment Frequency: **Monthly**
Next Payment Request: **Payment can now be requested**
Payment Last Processed: **N/A**
Number of Payment Requests: **0**
Date of Last Request: **N/A**
Status of Last Request: **N/A**
Total Requested To Date: **$0.00**

To build a payment request,

- Review the interim costs reported for each Benefit Option by selecting the Review Costs Action and clicking the "Go" button.
- Once costs are reviewed for a Benefit Option, the "Include in Request" checkbox will be become enabled if the application is eligible for payment and interim costs were submitted since subsidy was last requested for the Benefit Option.
- Click the "Include in Request" checkbox to include a Benefit Option in the payment request.
- Click the "Continue" button to proceed with the payment request.

Benefit Options

Include In Payment Request	Review Status	Benefit Option Name ▲	Unique Benefit Option ID	Payment Request Last Submitted	Cost Report Last Submitted	Current Subsidy Amount	Old Subsidy Amount	Net Subsidy Amount	Number of Reporting Sources	Actions
☐	Costs Reviewed	Benefit Option 1	Option 1	No Request	June 27, 2006	$716.99	$0.00	$716.99	1	Select One ▼ Go
☐	Costs Not Reviewed	Benefit Option 2	Option 2	No Request	June 28, 2006	$702.80	$0.00	$702.80	1	Select One ▼ Go
☐	No New Cost to Review	Benefit Option 3	Option 3	No Request	No Reports	$0.00	$0.00	$0.00	2	Select One ▼ Go
☐	No New Cost to Review	Benefit Option 4	Option 4	No Request	No Reports	$0.00	$0.00	$0.00	2	Select One ▼ Go
☐	No New Cost to Review	Benefit Option 5	Option 5	No Request	No Reports	$0.00	$0.00	$0.00	1	Select One ▼ Go

Continue   Cancel

Build Payment Request

Payment Frequency: **Monthly**
Next Payment Request: **Payment can now be requested**
Payment Last Processed: **N/A**
Number of Payment Requests: **0**
Date of Last Request: **N/A**
Status of Last Request: **N/A**
Total Requested To Date: **$0.00**

To build a payment request,

- Review the interim costs reported for each Benefit Option by selecting the Review Costs Action and clicking the "Go" button.
- Once costs are reviewed for a Benefit Option, the "Include in Request" checkbox will be become enabled if the application is eligible for payment and interim costs were submitted since subsidy was last requested for the Benefit Option.
- Click the "Include in Request" checkbox to include a Benefit Option in the payment request.
- Click the "Continue" button to proceed with the payment request.

Benefit Options

Include In Payment Request	Review Status	Benefit Option Name ▲	Unique Benefit Option ID	Payment Request Last Submitted	Cost Report Last Submitted	Current Subsidy Amount	Old Subsidy Amount	Net Subsidy Amount	Number of Reporting Sources	Actions
☑	Costs Reviewed	Benefit Option 1	Option 1	No Request	June 27, 2006	$716.99	$0.00	$716.99	1	Select One ▼ Go
☐	Costs Not Reviewed	Benefit Option 2	Option 2	No Request	June 28, 2006	$702.80	$0.00	$702.80	1	Select One ▼ Go
☐	No New Cost to Review	Benefit Option 3	Option 3	No Request	No Reports	$0.00	$0.00	$0.00	2	Select One ▼ Go
☐	No New Cost to Review	Benefit Option 4	Option 4	No Request	No Reports	$0.00	$0.00	$0.00	2	Select One ▼ Go
☐	No New Cost to Review	Benefit Option 5	Option 5	No Request	No Reports	$0.00	$0.00	$0.00	1	Select One ▼ Go

Continue   Cancel

Payment Request Verification

Benefit Options Incuded in Payment Request

Benefit Option Name	Unique Benefit Option Id	Current Subsidy Amount	Old Subsidy Amount	Net Subsidy Amount	Actions
					Select One ▼

Total Costs and Subsidy Amount

Total		Estimated Premium	Gross Retiree Costs	Threshold Reduction	Limit Reduction	Gross Eligible	Estimated Cost Adjustment	Allowable Retiree Costs	Subsidy Amount
	Current				$0.00		$0.00	$207.00	
	Old	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
	Net				$0.00		$0.00	$207.00	

Costs and Subsidy Amount Per Month

Date		Estimated Premium	Gross Retiree Costs	Threshold Reduction	Limit Reduction	Gross Eligible	Estimated Cost Adjustment	Allowable Retiree Costs	Subsidy Amount
January 2006	Current				$0.00		$0.00		
	Old								
	Net				$0.00		$0.00		
February 2006	Current				$0.00		$0.00	$1.05.00	
	Old								
	Net				$0.00		$0.00	$1.05.00	
March 2006	Current				$0.00		$0.00	$1.02.00	
	Old								
	Net				$0.00		$0.00	$1.02.00	
April 2006	Current								
	Old								
	Net								
May 2006	Current				$0.00		$0.00		
	Old								
	Net				$0.00		$0.00		

Request Payment

Request Payment

Build Payment Request

1 error was found in the input.

Please correct this error and submit the form again:

- A payment request is in progress. Payment cannot be requested until the previous payment request is processed.

Payment Frequency: **Monthly**
Next Payment Request: **Payment In Progress**
Payment Last Processed: **N/A**
Number of Payment Requests: **1**
Date of Last Request: **June 28, 2006**
Status of Last Request: **Payment Requested**
Total Requested To Date: **$108.36**

To build a payment request,

- Review the interim costs reported for each Benefit Option by selecting the Review Costs Action and clicking the "Go" button.
- Once costs are reviewed for a Benefit Option, the "Include in Request" checkbox will be become enabled if the application is eligible for payment and interim costs were submitted since subsidy was last requested for the Benefit Option.
- Click the "Include in Request" checkbox to include a Benefit Option in the payment request.
- Click the "Continue" button to proceed with the payment request.

Benefit Options

Include In Payment Request	Review Status	Benefit Option Name ▲	Unique Benefit Option ID	Payment Request Last Submitted	Cost Report Last Submitted	Current Subsidy Amount	Old Subsidy Amount	Net Subsidy Amount	Number of Reporting Sources	Actions
☐	No New Cost to Review	Option 1	XYZ123	June 28, 2006	June 28, 2006	$108.36	$108.36	$0.00	1	Select One ▼ Go

Continue   Cancel

What next?

- **E-mail is sent to notify the Plan Sponsor after a payment has been approved. The e-mail is sent to the Account Manager, and the Authorized Representative is carbon copied (cc).**

- **Requested payments will be processed within 30 calendar days from the date of submission of the request.**

- **Payment statuses: Payment Requested, Payment Processed, Payment pending due to EFT Failure, Payment Rejected due to Debarment**

Thank you!